

INGQUZA HILL LOCAL MUNICIPALITY



POSTS ADVERTISEMENT Bulletin no 04/08/2023

Ingquza Hill Local Municipality (Incorporating **Flagstaff and Lusikisiki Towns**) hereby invites applications from suitably qualified and experienced persons to fill the following vacancies:

DEPARTMENT: PLANNING AND DEVELOPMENT

- 1. Director Planning and Development (Permanent based on Government Notice No. 47370 of 18 October 2022 and Notice No. 46740 of 17 August 2022)**

Remuneration Package will be based on Regulations on appointment and conditions of Senior Managers, Government Notice No. 47538 of 18 November 2022

Minimum Requirements:

- Matric or Senior Certificate
- Valid code B driver's license
- Bachelor Degree in Building Science or Architect/ Bachelor Degree in Town and Regional Planning or Development Studies or equivalent (NQF Level 7)
- CPMD (Certificate in Municipal Financial Management) or must be obtained within 18 months of employment,
- Minimum 5 years' experience in middle Management Level.
- Must have a proven successful Professional Developmental/ Town and Regional Planning experience.
- Advance Computer Skills (MS Word, MS Excel, MS PowerPoint and MS Outlook).
- Excellent Communication Skills in at list 2 of 3 official languages English and Xhosa.
- Registration as a Professional Planner in accordance with the Planning Professions Act, 2002 (Act No.36 of 2002) will be an added advantage.

Minimum Competency Levels:

- Core Managerial and Occupational Competences as prescribed in the performance Regulations.
- Financial and Supply Chain Management Competency Area as per the required competency levels in Unit Standard.
- Strategic Leadership, Operational Financial Management, Governance, Ethics and Values in Financial Management.
- Financial Performance Reporting, Budgeting, Revenue and Expenditure Management, Borrowing, Investments, working Capital and Cash Flow Management and Supply Chain Management.
- Strategic Financial Management, Financial and Performance Reporting, Risk and Change Management, Project Management, Legislation, Policy and implementation.
- Stakeholder's relations Supply Chain Management, Audit and Assurance.

Key Performance Ares:

- Responsible for the formulation of the objectives, Strategies of Planning and Development Department in the Development and review of the IDP.
- Identify projects and develop all sector plans of the department during the IDP process.
- Develop the draft budget of Planning and Development department and submit to Municipal Manager.
- Identify training needs on your department and submit to corporate services department.
- Ensure that budget processes are followed in line with MFMA and all circular of National Treasury.

Knowledge Required:

- Good knowledge and understanding of relevant policy and legislation
- Good understanding of institutional governance systems and performance management.
- Good knowledge of Supply chain Management regulations and the preferential procurement policy frame work Act, 2002 (Act no. 5 of 2000)
- Knowledge of geographical information systems' and
- Knowledge of spatial, Town and Development planning

Application letter with comprehensive CV, and certified copies of qualifications and Identity Documents, must be addressed to:

The Municipal Manager, Ingquza Hill Local Municipality, P.O. Box 14, Flagstaff, 4810. Hand delivered applications can be sent to No: 135 Main Street, Flagstaff or No. 66 Main Street, Lusikisiki, clearly marked "Application for Employment".

Faxed, emailed or late applications will NOT be accepted and will not be responded to.

Closing date for all applications 25 August 2023, Friday @ 14:00.

NB. Qualifications checks and practical driving tests where applicable will be done to selected candidates.

If you have not heard from us within 60 days after the closing date, you may regard your application as unsuccessful.

It is the intention of Ingquza Hill Local Municipality, as an **Affirmative Action Employer**, to promote the interests of previously **disadvantaged groups** when filling the above positions, in line with the municipality's Employment Equity Plan.

Ingquza Hill Local Municipality reserves the right not to fill the advertised post at the sole discretion of Council.

For further enquiries: Please contact the Manager: Human Resources -Mr. F Msumza at 039 253 1096 (ext) 2001 or email to fsumza@ihlm.gov.za/umbangatha@ihlm.gov.za.

**MUNICIPAL MANAGER
VC MAKEDAMA**